

The **Parks and Recreation Board** met Monday, December 18, 2006 at 4:30pm at the Morton Community Center.

Present at said meeting were Paula Woods, Mike Dana, Garnet Peck, Leon Trachtman, Karen Springer and Attorney John Sorensen. Joe Payne, Pennie Ainsworth, Lee Booth, Chris Foley, Brenda Lorenz, and Cheryl Kolb represented the department. Council members Ann Hunt and Gil Satterly were present. Also, present were Mayor Jan Mills, Clerk Treasurer Judy Rhodes, and West Lafayette Little League representative, Ken Jacobs.

Paula convened the Board at 4:39 pm.

The first item on the agenda was the approval of the minutes of the November 20 meeting. Leon motioned to approve the minutes as presented. Mike seconded the motion, and the motion carried.

Superintendent – Joe reported on the following:

- Noted the Council Report was included in the mailing.
- The Purdue Office of Engagement has provided a grant in the sum of \$514 for the Community Soil Education project. Daryl Schultz's class will be providing the materials at Lilly Nature Center. Joe noted appreciation for their continued support

Assistant Superintendent – Pennie reported on the following:

- Updating the department's web page continues.
- Noted a video of fundamental basketball skills filmed at Tommy Johnston Park was shown during a recent Purdue Women's Basketball game.

Parks – Lee reported on the following:

- Noted inspections are available.
- New swing Installation has taken place at Tapawingo Park.
- Installation of two new swings has begun at Lommel Park.
- Preparation of the maintenance shop office and break room floor is underway for an epoxy floor coating. Happy Hollow Park and Cumberland Park South restrooms will also receive an epoxy floor coating.
- Staff working on equipment.

Recreation – Chris reported on the following:

- Riverside Skating Center – warm weather at the beginning of the season caused some concern, but the ice held, and we were able to build it back up as soon as the cold weather returned. The weather forced us to close for three days and one session, but as soon as the cold returned, so did the crowds. One Saturday session had to close when attendance reached over 200 skaters. As skaters left, others were admitted.
- Skate with Santa was held December 16. It proved to be another big success. Forty-five participants enjoyed donuts, hot chocolate, and skating with Santa. Parents complimented the staff's ability with the children.
- Brochures will be mailed out this week. We will be using labels provided by the Wastewater department for all of their clients in the 47906 region. We hope to reach new households. We will continue to mail the brochure to customers on our regular mailing list in other zip code areas.

Morton Center – Brenda reported on the following:

- The Morton Center final registration total for the fall session is 1,335 compared to last year's fall total of 1,340, a slight decrease of less than 1 percent. The registration total for the year 2006 is 3,922, compared to last year's annual total of 4,308, a decrease of 9 percent for the year.
- Morton will be closed from December 23-January 1, and will open again on January 2. During that time, the hallway floors will be stripped and waxed.

Old Business

Little League Interests

Joe passed around a copy of a Letter of Understanding for the Park Board's consideration, noting Ken Jacobs was present at the meeting. Approval of Resolution BPR 6-06 is necessary in order to continue with the Letter of Understanding. The resolution allows the transfer of \$32,000 from our Personnel accounts to our Public Relations account for designation to the West Lafayette Little League, for use of acquiring building materials for their renovation project that is currently underway. The letter stipulates the West Lafayette Little League provide proof of the payment of invoices during 2007 for the \$32,000 contribution, noting if proof is not provided, Little League will reimburse to Parks the amount not shown to be spent for building materials for the West Lafayette Little League Complex renovation project. The letter also stipulates Little League accepting responsibility beginning in January 2007, payment for the two electric bills for the West Lafayette Little League Complex. The consensus of the Park Board favored the contribution of funds to help with the renovation of the West Lafayette Little League Complex. Mike motioned to approve BRP 6-06 as presented. Karen seconded the motion, and the motion carried.

With the resolution passed, Joe proposed a motion to accept the Letter of Understanding as presented. Leon motioned to approve the Letter of Understanding as presented. Mike seconded the motion, and the motion carried. Mike asked the Attorney, John Sorensen if he had reviewed the Letter of Understanding, to which he replied he had. He recommended changing the wording of the ownership of the facilities by the Little League, noting West Lafayette School Board owns the property and technically, the facilities. Mr. Sorensen also suggested a change with the current wording regarding electric bills, noting it should read all future electric bills. With those provisions noted, the motioned passed.

New Business

Elections

Mike presented the slate of officers (2-year term) for the West Lafayette Park Board as follows:

President – Leon Trachtman

Vice President – Garnet Peck

Secretary – Mike Dana

Garnet motioned to approve the slate of officers as presented. Karen seconded the motion, and the motion carried.

Meeting Dates

The proposed meeting dates for 2007 were presented, with no current conflicts for members.

Attorney Contract

Joe presented a proposal to approve the continuation of a contract with John Sorensen, Park Board Attorney. Leon motioned to approve the Attorney Contract as presented. Garnet seconded the motion, and the motion carried.

BPR 7-06

Joe presented BPR 7-06 for transfer of funds to cover necessary expenditures in other accounts. Mike motioned to approve the resolution as presented. Garnet seconded the motion, and the motion carried.

Fees

Chris presented information regarding the City's obligation to pay state sales tax on facility rentals, which includes shelters, Morton room rentals, etc. After discussion amongst the group, an increase was proposed for Happy Hollow shelter rentals, along with our other parks, Cumberland Park and Trailhead Park. The decision was to raise Happy Hollow shelters to \$40 per 5-hour rental, \$8 per additional hour, with the exception of Shelter # 1. If the entire Shelter # 1 is reserved, the fee will be \$80 per 5-hour rental, \$16 per additional hour. Cumberland Park and Trailhead Park will increase to \$30 per 5-hour rental, \$6 per additional hour. Brenda presented proposed increases for the various rooms available for rent at Morton, noting the additional amounts will cover the cost of sales tax. Brenda also suggested in addition to the room rental rates revisions, a revision per person, per card group that plays, should be revisited. The Board agreed that the card players' fees warrant a revisit after the first of the year. Mike motioned to move adoption of the proposed shelter rental increases, along with the proposed Morton Fee Schedule as presented by Brenda. Garnet seconded the motion, and the motion carried.

Personnel

Joe presented an amendment to the Part-time Payroll Summary to include a 2 percent increase for Brian Tunis for 2007. Joe proposed moving Bob Cheever and Diane Beasley, currently both at a Parks and Recreation Maintenance Technician II position (at a biweekly pay rate of \$1,147.01), to Parks and Recreation Maintenance I positions (at a biweekly pay rate of \$1,231.76). Garnet motioned to approve the amended Part-time Payroll Summary and the position changes for Bob Cheever and Diane Beasley as presented. Mike seconded the motion, and the motion carried.

West Lafayette School Board – Karen reported on the following:

Karen recently attended the Tri-school Corporation meeting regarding the consolidation study of the three school corporations. The meeting was very informative, but not conclusive on all aspects of being beneficial vs. non-beneficial. The Superintendent position has been posted, and applications are being accepted through the end of January. The continuation of the custodial contract with Johnson Controls has been approved for 2007.

Wabash River

Mike noted no report at this time. Paula reported the Wabash River Parkway Commission met this month to discuss their role, along with the Wabash River

Enhancement Corporation's role, and how they relate to one another. There have been some questions by both groups and the community, and both are looking for clarification of how this might be in the future.

Other

Joe presented information regarding the Park Foundation meeting on December 12 and will be distributing the latest member and election of officers' information to the Park Board. Joe presented a proposal to the Park Board to approve a lease arrangement with the Park Foundation for a new piece of property, approximately one-half of an acre of property at the intersection of State St. and Tapawingo Dr. S. that has been donated to the Park Foundation by John Shen. It is specifically .477 acres appraised at \$306,000, and in working with Mr. Shen on the Tapawingo Dr. S. project discussion took place that this property might be an appropriate spot for beautification and landscaping, with proximity to the Wabash River, for people coming and going from West Lafayette. Leon motioned to approve entering into agreement with the Park Foundation for the piece of property named as presented by Joe. Garnet seconded the motion, and the motion carried.

Purchase Orders

Joe presented a purchase order for \$3,059.45 out of appropriation Parks: Building Materials, 3-231, to Menards for materials to cover improvements of the Salisbury ravine trail in Happy Hollow Park, along with further work of replacing the parking control bollards in Happy Hollow Park. Mike motioned to approve the purchase order as presented. Garnet seconded the motion, motion carried.

Pay Claims

Leon motioned for claims to be paid. Mike seconded the motion, and the motion carried.

Adjourn

The meeting adjourned at 5:40 pm.

Presiding Officer

Secretary